

# 2023- 2024

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# BILLINGS AMATEUR HOCKEY LEAGUE HANDBOOK

*The Mission of the Billings Amateur Hockey League is to provide a safe, fun, educational environment for ice sports in our community.*

The purpose of this handbook is to provide our users with the expectations, policies, rules, and values that guide our programming.



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# BAHL HISTORY

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The BAHL was founded in 1977 and began operating out of Centennial Ice Arena (CIA) in 1982. For much of its existence, BAHL and CIA were kept operational through countless volunteers with a dedication to providing ice sports to our community. BAHL/CIA would not be where they are today without those volunteers. Today BAHL/CIA operates through limited paid staff, and members with a passion for carrying out the BAHL mission to provide a safe, fun, and educational environment for ice sports in our community.



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# GOAL:

**The Billings Youth Hockey Program aims to empower young athletes by fostering essential leadership skills and strong work ethic. Our program strives to develop champions not only on the ice but also beyond sports in life. We are guided by the following core values:**

- **Development**– We are committed to the holistic development of our athletes, both as individuals and as athletes, by providing them opportunities to grow and improve.
- **Accountability**– We emphasize the importance of taking responsibility for one's attitudes and effort. By holding ourselves accountable, we cultivate a culture of personal growth and continues improvement.
- **Respect**– We promote a respectful environment where everyone is valued and treated with dignity. We encourage our athletes to respect their teammates, coaches, opponents, officials, and all those involved in the sport.
- **Unity**– Hockey is a team sport, and we believe that success is best achieved when players work together harmoniously. By fostering unity, we not only enhance performance on the ice but also create a supportive and collaborative atmosphere off the ice.
- **Leadership**–Our athletes are encouraged to be leaders on and off the ice. We inspire them to uplift others, serving as role models and motivating their peers to excel in both sports and life.

**Through our commitment to these core values, the BAH Youth Hockey Program aims to shape well-rounded athletes who will thrive not only in the sport of hockey but in their future.**

# MEET THE TEAM

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**Megan Davis**

BAHL Director

Megan Davis is entering her 3rd season as the BAHL Director. As a leader in the organization, Megan is dedicated to making BAHL a model program that develops players as athletes and people on and off the ice.



**Kenzie Reiners**

Assistant Director

Kenzie Reiners is entering her 2nd year as the Assistant Director. Kenzie has a passion for supporting the ice community and developing a long lasting program and facility.



**Derek Waddoups**

Coaching Director

Derek Waddoups will be the Coaching Director for the 23-24 hockey season. Derek is the Head Baseball Coach for MSU-Billings. His background and passion for coaching make him a valuable asset to our program and a valuable resource for our coaches.



**Renae Scott**

Team Manager Liaison

Renae Scott has been assisting the BAHL in many ways since her children began playing hockey 6 years ago. This season Renae will take on the role of Team Manager Liaison. Her organization and communication skills will be a great asset in supporting our Managers and all the work they do.



## American Development Model (ADM)

USA Hockey, along with AHAI, has introduced the American Development Model (ADM). The program was implemented after an extensive international study by

USAH of educators, child development experts, coaches (from many different sports), physiologists and Nation Sports Federations. The ADM goal is to provide a very defined systematic (building blocks) approach to developing athletes starting from the earliest stages of participation, thus increasing the athlete's skill, enjoyment and proficiency.

The USA Hockey ADM is an all inclusive program starting from the 8U, Learn to Play (LTP) levels all the way to elite athletes competing at the Professional level. The ADM also addresses improved coaching techniques and Referee development. This program includes on-ice, off-ice, in-season and off-season curriculum for producing a well balanced complete athlete. It defines what it is to be emphasized at what age to ensure proper skill development for each age level. The ADM also defines how much and what kind of competition is needed at each level.

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USA Hockey, Inc., is recognized as the National Governing Body for the sport of ice hockey in the United States. USA Hockey provides the foundation for the sport of ice hockey in America; helps people become leaders; fosters Olympic and Paralympic dreams; and connects the game at every level while promoting a lifelong love of the sport. The organization, which was born out of a shoebox in Tom Lockhart's New York City apartment in the fall of 1937, is today represented in all 50 states and includes more than one million players, coaches, officials, parents, and volunteers.

USA Hockey is committed to providing an inclusive and welcoming environment for all participants and is divided into 12 geographical districts throughout the United States. Within USA Hockey's 12 districts, 34 affiliates provide the formal governance for the sport. USA Hockey's primary emphasis is on the support and development of grassroots hockey programs. Its renowned American Development Model (ADM) provides associations nationwide with a framework for age-appropriate athlete development. Always a leader in safety, USA Hockey is at the forefront in advancing efforts to ensure the best possible environment for all engaged in the sport, both on and off the ice.

While youth hockey is the main focus, USA Hockey also has vibrant junior and adult hockey programs that provide opportunities for players of all ability levels. The organization also supports a continually growing disabled hockey program, which today includes six disciplines.

Beyond serving those who play the game at the amateur level, USA Hockey has certification programs for coaches and officials, inclusive of industry-leading education modules, to ensure standards are met that coincide with the level of play. Furthermore, a larger focus is put on parent education with equipment needs, rules of the game and parental roles in youth sports among common topics.

Members of the organization are entitled to many benefits, including a subscription to USA Hockey Magazine, the most widely circulated hockey publication in the world, excess accident, general liability and catastrophic insurance coverage; access to usahockey.com; and opportunities to participate in USA Hockey National Championships, player development camps and other signature events.



**USA HOCKEY MEMBERSHIP IS REQUIRED TO REGISTER FOR BAH  
HOCKEY PROGRAMS**

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MAHA

Montana Amateur Hockey Association (MAHA) is the Governing Body for the sport of hockey in Montana. As a sanctioned member of USA Hockey, MAHA subscribes to the rules, regulations and philosophy of USA Hockey. As such, its mission is to promote the growth of hockey in Montana and provide the best possible experience for all participants by encouraging, developing, advancing and administering the sport. With a membership of more than 3,000 ice hockey players, coaches, and volunteers, the Montana Amateur Hockey Association's primary emphasis is on the support and development of COMMUNITY\_BASED programs throughout the state of Montana.

All BAHF youth hockey programming is subject to the rules regulations of MAHA.

TSL

The Montana Amateur Hockey Association sponsors the Treasure State League (TSL) made up of Montana High School/Big Sky High School , 16U, 14U, 12U, 10U, 12U Girls, 14U Girls, and 19U Girls teams. All BAHF Travel Teams participate in the TSL. All costs associated with TSL are separate from BAHF registration fees.



# BAHL AGE CLASSIFICATIONS

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- Learn to Skate-Hockey (LTS-H)- Players 4+ age by December 31st
- Learn to Play (LTP)- Players 4-12 years of age by December 31st
- 6/8U Recreation (Termites/Mites)- Players 5-8 years of age by December 31st
- 10U (Squirts)- Players 9 and 10 years of age by December 31st
- 12U (PeeWees)- Players 11 and 12 years of age by December 31st
- 14U (Bantams)- Players 13 and 14 years of age by December 31st
- High School (Montana High School and Big Sky High School)- Players who are or will be at least 14 years of age, but not older than 19 years of age before December 31st. All Players in the High School division must be attending High School. A player who is Bantam age and also attending High School may try out for High School team(s)



### **Learn to Skate- Hockey**

Learn to Skate- Hockey is a great way for aspiring hockey players to experience ice skating in a fun and safe environment, as well as give more advanced skaters an opportunity to improve their skills. These classes are designed for skaters of all abilities, from those just learning to stand on the ice to skaters that wish to advance their skills such as stopping and turning, as well as more advanced hockey skating skills.

- This is a 6-week program
- All participants will receive 30 minutes of group instruction per week.
- Children must be at least 4 years of age to participate.
- The cost per 6-week session is \$80. Skaters will also need to register with USA Hockey and pay the once a year membership fee that varies by birth year.

### **Learn to Play**

The Learn to Play program is for boys and girls aged 4-12 years of age who wish to learn to play hockey. Hockey skills are the focus of these sessions, therefore it is **REQUIRED** that your skater pass LTS basic 3 before participating in the LTP program.

- This is a 6-week program
- Players must be 4 years old to participate in LTP.
- Rental gear is available for use with payment of a refundable deposit.
- LTP participants will receive 1 hour of ice per week
- The cost per 6-week session is \$80. Skaters will also need to register with USA Hockey and pay the once a year membership fee that varies by birth year.
- Players are encouraged to do more than one 6-week session before moving on to a team.

## **6/8U Termite/Mite Hockey Program**

### A. Objective:

Provide a SAFE, FUN, & EDUCATIONAL environment utilizing USA Hockey's ADM for age-appropriate practices and games within our resources. The termite/mite program is intended to provide skaters with an equal opportunity to enjoy the game of hockey and to develop personal and team cooperation skills. Although games are a necessary measure of achievement of team goals, in no case shall the desire to win on the part of the coaches or players overshadow or change the fair and equitable ice time opportunity for all players, regardless of ability.

### B. Structure:

A minimum of 2 hours of on-ice sessions per week. 3:1 practice to game ratio. Games will be played cross-ice and/or half-ice at the coaches discretion. Games will be played in house with set rosters for house league games, but that may change if coaches deem necessary.

### C. Fees

The 6/8U Program registration fee is \$400 for the 18-week season. There is also an additional \$145 fee for those that need jerseys and socks. This fee is required for those that do not have a jersey from a prior season. All fees associated with registration may be paid in full, or you may utilize the payment plan option provided at checkout.

### E. Season:

The 6/8U season will begin in early November and conclude in mid-March with no structured practice being held the week between Christmas and New Years. The BAHL/CIA Director will set practice times and weekly schedules. All divisions may share practice ice if deemed necessary when the schedule is set.

### F. Travel:

The 6/8U division is designed to provide a recreational experience with limited cost. If however, a team would like to travel and such travel is supported by enough players, parents, and coaches, then that team may travel. Travel will be open to all players and advertised so all who wish can participate. The head coach along with assistant coaches will divide players into equally skilled teams if there are enough players for more than one team. This division is encouraged to limit tournament participation. Occasional 1-day scrimmages with outlying communities are also encouraged. Travel will be approved by the BAHL Director. All fees and expenses for travel, including tournament entry fees will be the responsibility of the team and it's participants.

***"Everyday is a great day  
for hockey." - Mario  
Lemieux***

## Magic City Youth Hockey Program (MCYHP)- Non Travel

For skaters born 2007-2014

### A. Objective:

Provide skaters with an equal opportunity to enjoy the game of hockey without the financial obligations that travel hockey requires. The MCYHP will focus on development through use of USA Hockey's ADM, with qualified coaches who have a passion for the game.

### B. Structure:

The MCYHP will have a **minimum** of 2 ice sessions per week. The 10U division will play half-ice games. 12U-H.S. will play full-ice games. Registration numbers will dictate the practice and game schedule. Age divisions may share ice if necessary. Games will be played in-house with set rosters that may change over the course of the season if coaches feel it is necessary in order to keep things equitable.

### C. Season:

The MCYHP will run in two seasons:

- Season 1- October 9th- December 2nd
- Season 2- January 15-March 9th

### D. Travel:

While there will be no overnight travel for the MCYHP, the league may schedule games that require limited day-trip travel to nearby communities such as Bozeman, Cody, Red Lodge, and Lewiston.

### E. Equipment and Uniforms:

Jersey's and socks will be provided. Full gear is required for all practices and games. This includes a helmet with a full cage, gloves, shin pads, chest pad, elbow pads, mouth guard, and protective cup. Rental gear is available for \$50 per session, on a first come first serve basis.

### F. Cost:

The cost per 8 week season is \$175.



## Youth Co-Ed Travel Hockey

(10U-H.S.)

The Montana Amateur Hockey Association (MAHA) ([mthockey.com](http://mthockey.com)) is the governing body of amateur youth hockey in the state of Montana. MAHA sponsors the Treasure State League (TSL). The TSL is made up of the Montana High School League (MTHS), Big Sky High School League (BSHS), 14U, 12U, 10U, and girls divisions at age levels that are still TBD. All BAHL travel teams participate in the TSL. All costs associated with TSL are in addition to BAHL registration fees.

### A. Objective:

Provide an opportunity for players to advance into a more competitive environment where the focus will shift to an emphasis on competition. Multiple competitive teams in an age group will be dependent on registration numbers.

### B. Structure:

- BAHL travel team structure will follow the recommendations of USA Hockey to the best of our ability. Given the variability of Billings youth hockey, travel teams will be formed based on registration numbers and SPRING player evaluations. Teams will be decided by the coaches at each age level with input from the BAHL Director and Coaching Director.
- Travel teams will not compete against our House Program teams.
- Players are required to attend SPRING evaluations to be placed on a team prior to the fall. Exceptions to this rule may be granted by the BAHL Director with input from the Coaching Director and coaches at each age level.
- All travel teams will have a minimum of 2 practices per week.
- Additional games and/or tournaments outside of TSL may be scheduled at the coaches' and managers' discretion with parent input.
- All travel fees, including but not limited to TSL fees, tournament entry fees, hotels, gas, food, and coaches' travel expenses will be the responsibility of the team.
- Non-Parent coaches are an asset to our travel program. When traveling to games, each team is responsible for the lodging and travel expenses of the non-parent coaches. This is not included in the BAHL registration fee.

### C. BAHL Registration Costs:

- 10U- \$860
- 12U- \$1,040
- 14U- \$1,250
- H.S.- \$1,430
- Girls' Hockey- \$150

\*a late fee of \$100 will be applied for players registering after August 1st.

\*additional fees will apply, including but not limited to, TSL fees, coaches fees, tournament fees, etc.

### D. Team Composition/ Rosters

Roster sizes will be determined by coaches with input from the League Director and Coaching Director. Roster sizes and teams may vary from age group to age group. When there are enough players registered in a particular age group for more than 1 team, player evaluations will be used to split kids into multiple teams, and teams will be placed in the TSL division that coaches, with input from the BAHL Directors and Coaching Director, feel is best for the collective team. In the event that there are not enough kids to safely roster a team, players will be invited to participate in our House Program. Players can be added or deleted from a team anytime before December 31st for MAHA and Tier teams. All additions and deletions to team rosters must be submitted to the BAHL Director, per guidelines above, and approved by the head coach. All roster changes must be submitted to the State Registrar by the BAHL Director a minimum of 14 days prior to a team playing with intended changes.

\*Due to TSL deadlines for submitting teams, the deadline to register for the travel program is August 15th. Exceptions to this rule will be at the discretion of the BAHL Director.

\*All teams will be rostered in accordance with requirements of USA Hockey and MAHA. For additional information on team and player rostering procedures and rules, refer to the most current USA Hockey Annual Guide.

### E. Coaching Fees

A rostered head coach and up to one assistant coach without a player on the team will receive \$100 per day for travel weekends. This can be used for gas and food. Additionally, their hotel costs will be covered. All coaching fees will be the responsibility of the team and must be stipulated by the Team Manager at the beginning of the season.

## Youth Girl's Hockey

(Ages 5-18)

Girls hockey is one of the fastest growing youth sports in the United States. The BAHL is committed to providing a place for girls to develop and succeed regardless of their skill level. In addition to the house and travel co-ed teams, girls will have the opportunity to participate in a weekly girls-only practice, and may be rostered on an all-girls team in addition to their co-ed teams, when we have enough girls to register a team.

The MAHA Treasure State League (TSL) plans to include 12U, 14U, and 19U girls' divisions for the 2023-24 season. The BAHL will roster teams in any and all divisions in which they have enough girls to roster a team. These teams may include girl's from outside our organization in order to have enough players for a team. Our BAHL players will always be given priority in the event that roster spots become limited. All BAHL travel teams participate in the TSL. All costs associated with TSL are in addition to BAHL registration fees.

### A. Objective:

Provide an opportunity for girls to advance their hockey skills in an environment that fosters development, social interactions, personal growth.

### B. Structure:

- BAHL girls' team structure will follow the recommendations of USA Hockey to the best of our ability. Given the variability of Billings youth hockey, travel teams will be formed based on registration numbers. Teams will be decided by the coaches at each age level with input from the BAHL Director and Coaching Director.
- Players are required to register for the girls' program in order to participate in any on-ice activity including practices and games.
- Additional games and/or tournaments outside of TSL may be scheduled at the coaches and managers discretion with parent input.
- All travel fees, including but not limited to TSL fees, tournament entry fees, hotels, gas, food, and coaches travel expenses will be the responsibility of the team.
- Non-Parent coaches are an asset to our travel program. When traveling to games, each team is responsible for the lodging and travel expenses of the non-parent coaches. This is not included in the BAHL registration fee.

### C. BAHL Girls Hockey Registration Costs:

- Girls' Hockey- \$150

This fee will cover the cost of ice time for 1 practice per week. Any additional costs associated with team play will be the responsibility of the parents.

### D. Team Composition/ Rosters

Roster sizes and age division declarations will be determined by coaches with input from the League Director and Coaching Director. Roster sizes and teams may vary from age group to age group. In the event that there are not enough kids to safely roster a team, players will be invited to participate in our weekly girls practice. Players can be added or deleted from a team anytime before December 31st for MAHA and Tier teams. All additions and deletions to team rosters must be submitted to the BAHL Director, per guidelines above, and approved by the head coach. All roster changes must be submitted to the State Registrar by the BAHL Director a minimum of 14 days prior to a team playing with intended changes.

\*Due to TSL deadlines for submitting teams, the deadline to register for the travel program is August 15th. Exceptions to this rule will be at the discretion of the BAHL Director.

\*All teams will be rostered in accordance with requirements of USA Hockey and MAHA. For additional information on team and player rostering procedures and rules, refer to the most current USA Hockey Annual Guide.

### E. Coaching Fees

A rostered head coach and up to one assistant coach without a player on the team will receive \$100 per day for travel weekends. This can be used for gas and food. Additionally, their hotel costs will be covered. All coaching fees will be the responsibility of the team and must be stipulated by the Team Manager at the beginning of the season.

# VOLUNTEER & FUNDRAISING REQUIREMENTS

**While the Billings Amateur Hockey League (BAHL) and Centennial Ice Arena (CIA) do operate through limited paid staff, support from BAHL families is essential to the success of our programs and our facility. To ensure this success, each family and player (14U and older) is required to completed a predetermined number of volunteer hours per year as well as participate in an annual fundraising event each season. The 2023-2024 Volunteer Year will begin on May 1st, 2023 and end on April 30th, 2024.**

## Volunteer Obligation per age group:

6/8U-10 hours

MCYHP- 5 hours per 8-week season

Travel Program- 20 hours per year

\*Players 14U and older must have at least 5 hours completed by the player themselves.

\*Additional volunteer hours may be asked of you by your Team Manager\*

## Fees:

**Buyout-** Families have the option to buyout their volunteer hours. The cost will be \$25 per hour and must be paid in full at the time of registration. Players 14U and up **MUST** complete the required 5 hours regardless if your family chooses to buyout the remaining 15 hours.

**Payment for remaining credits-** If you have not completed your volunteer requirements by April 30th of each year, you will be invoiced for the remaining credits at a rate of \$25 per uncompleted hour. Your player will not be eligible to register for the following season until those fees are paid in full.

**Cancellation Fee-** Volunteers are able to cancel a shift 5 days prior to the scheduled shift. If a shift is canceled with less than 5 days notice, you must find someone to replace that shift. If there is a no show, you will be invoiced \$25 per hour scheduled and you are expected to still fulfill the credit that was not completed.

**Alternate Plans-** If your family is unable to complete volunteer credits or pay the fees, a request must be submitted to the BAHL Assistant Director.

## Volunteer Hours Tracking Method:

1. Volunteer hours completed through team functions such as games/practice will be recorded by the Team Manager and submitted to the Assistant Director on a monthly basis.
2. Sign-Up Genius will be used to sign up for volunteer hours outside of team functions (rink maintenance, events, summer projects etc.) and recorded by the Assistant Director. The opportunities will be available regularly through the Sign-Up Genius link on our website.

## Calculation of Hours:

Generally families will be receive an hour credit for each hour worked. The following volunteer opportunities will be credited as described below:

### SafeSport locker room monitor:

1. Must have SafeSport and Background Check (must speak to Age Group Director Prior to doing this)
2. Maximum of 5 hours will be counted toward volunteer requirements
3. Maximum of 30 minutes per practice or game will be counted which is .5 hours. (15 minutes before and 15 minutes after)

### Donated Items:

1. If you wish to donate items to the rink such as supplies, equipment etc. you will receive a 1 hour credit for every \$25 spent. Receipts are required and must be submitted to the BAHL Assistant Director.

Committee Members will **receive 5 credits** for serving on the committee.

Coaches and Team Managers volunteer time far exceeds the expectation and as such, these families will be exempt from the **volunteer credit requirements**.

# Fundraising

## Required Player Fundraiser:

**During the 2023-2024 season all BAHL youth participants (excluding MCYHP participants) will be required to sell 5 coupon books. The funds raised through this fundraiser will be used as general funds to help cover rink and program costs through the year.**

### Fees:

**Buyout-** Families have the option to buyout their fundraising requirements. The cost will be \$20 per coupon book not sold and must be paid before the team's final game of the season.

**Alternate Plans-** If your family is unable to complete the fundraising requirements or pay the fees, a request must be submitted to the BAHL Director.

## Optional Team Fundraisers:

Our Philanthropy Committee has put together a list of optional team fundraisers. These fundraisers can be used to help cover costs associated with travel such as, coaches' fees, MAHA bond, tournament entry fees, apparel, etc. These fundraisers will be organized and communicated by the team manager.



# Injuries

An athlete suspected of injury during a B AHL event (practice or game) must provide a doctor's release to the coach before resuming skating with the team or any off-ice physical team activity. This suspected injury may be reported by the coach, official, team manager, parent/guardian, or the athlete. USA Hockey supplemental insurance claim forms are available through your team manager for any on-ice injury. A Centennial Ice Arena Incident Report must also be completed at the time of the injury and submitted to the B AHL Director.

## **Insurance:**

All youth players, high school and under, are provided with USA Hockey insurance coverage once they are registered both with USA Hockey and the local association (B AHL). A claim form is included in the USA Hockey Insurance Manual or can be obtained through your team manager. General liability insurance is subject to certain exclusions. The policy is secondary coverage that provides catastrophic injury insurance and excess medical accident insurance, subject to policy exclusions and any applicable deductibles.

## **Concussions:**

An athlete who is suspected of sustaining a concussion or head injury shall be immediately removed from participation for the remainder of the day. Removal can be at the request of the coach, official, team manager, parent/guardian, or athlete. The athlete shall not be permitted to return to participation until he/she is evaluated and released by a medical professional trained in the management of concussions and acting within the scope of his/her practice. This release must be submitted to the coach and team manager before the athlete is permitted to return to physical activity. If a player is diagnosed with a concussion, they cannot return to play until concussion protocols have been satisfied.

Due to the serious nature of concussions, 14U and High School players must have a baseline concussion test done every 2 years. Billings Clinic offers our players baseline testing, and injury evaluations free of charge. If your player needs to be evaluated, please contact Mark Goldy.- (406)-690-8948.



***"Great moments are  
born from great  
opportunities." -Herb  
Brooks***

# Coaches

All Coaches are required to submit a coaching application which can be obtained on our website—centennialicearena.com. Applications are reviewed and coaches are appointed by the BAHL Director and Coaching Director.

Because working with young people is a responsibility and a privilege; the importance of this position of authority and leadership cannot be underestimated. All coaches must consent to a background screening conducted by a third party contracted by USA Hockey. This applies to all coaches in the BAHL, not just those involved in a TSL committed team.

All coaches will abide by the standards contained in the Coaches' Code of Conduct and Responsibilities from USA Hockey. If these standards are violated, the coach may be subject to immediate suspension or dismissal as a coach in the BAHL. All violations brought to the attention of league officials will be reviewed by the BAHL Coaching Director for possible discipline, which would then be determined and carried out by the BAHL Discipline Committee. Coaches will be provided an opportunity to explain their actions to the Discipline Committee before discipline action is decided. All decisions of the BAHL Discipline Committee regarding suspension or dismissal are effective immediately upon rendering a decision.

Coaching is a privilege and not a right and a coach may be dismissed without cause. Following are areas of expectation the BAHL has regarding coaching positions.

## ADMINISTRATION AND COMMUNICATION

Develop a coaching philosophy; use teaching methods consistent with USA Hockey and the BAHL. It is also the responsibility of the coach to:

1. Participate in a meeting at the beginning of the season with all members of your team to discuss team goals, player, and parent expectations, and playing time and travel schedule.
2. Work with Team Manager to create and submit roster to the BAHL Director.
3. MAHA Teams- read and understand all rules and expectations for teams participating in the TSL.
4. Each coaching group should create practice plans and make them available to the Coaching Director upon request.
5. Follow all BAHL policies and hold players accountable to them as well.

## MAHA COACHING OBJECTIVES

The most important goal of every coach is to promote the game of hockey by encouraging participation of every player in practice and games. Equally important is the emphasis of good sportsmanship both on and off the ice. All coaches should stress the importance of "team-work" and all players should be treated equally.

1. Have fun. "Athletes first—winning second"
2. Help players develop:
  - a. Hockey Skills
  - b. Physically: by learning skills, improving conditioning, developing good health habits, and avoiding injuries.
  - c. Psychologically: by learning to control their emotions and develop feelings of self-worth.
  - d. Socially: by learning competitive context, by learning appropriate standards of behavior (sportsmanship) and respect for referees, coaches, teammates, opponents, and parents.
3. Playing time:
  - a. 6/8U, 10U, 12U and House Program teams: Coaches will provide players with fair and equitable ice time, based on attitude and effort. Coaches will allocate playing time as a good faith effort.
  - b. 14U and High School Travel teams: Ice time may vary according to the coaches' discretion.
4. 6/8U and 10U players will be encouraged and given the opportunity to play all positions to promote:
  - a. Skill development
  - b. Self-esteem
  - c. Flexible for the team

## LEAD BY EXAMPLE

Players learn both skills and attitude by watching and imitating those in authority. Coaches will:

1. Maintain a positive attitude towards referees, parents, players, officials, and other coaches, including language use.
2. Refrain from use of tobacco products in the presence of players.
3. Coaches are prohibited from consuming alcoholic beverages during the season in the presence of players during team functions. A coach who arrives intoxicated or under the influence of any drugs or alcohol will be asked to leave and will be suspended immediately. The Discipline Committee will convene to determine exact disciplinary action within 7 days of suspension.

## COACHES TRAVEL PER DIEM

A rostered head coach and up to one assistant coach without a player on the team will receive \$100 per day for travel weekends. This can be used for gas and food. Additionally, their hotel costs will be covered. ALL coaching per diems and hotels are the responsibility of the team. Receipts will be required for travel expenses.

# Team Managers

Each team must have a manager. The purpose of the team manager is to provide effective and efficient communication to parents, perform administrative tasks, and take care of details and organization to allow coaches to focus on player development. The ideal team manager will be organized, have high attention to detail, and possess the ability to communicate clearly and impartially. Team managers will have the support of the Team Manager Liaison throughout the season.

Team manager candidates must apply for the position and will be selected by the Team Manager Liaison along with the coach's input. Team managers are required to complete USA Hockey SafeSport training and a MAHA background check each season.

## RESPONSIBILITIES:

1. Provide timely communication to parents throughout the season, utilizing SportsEngine as the primary communication tool.
2. Coordinate and communicate with BAHL/CIA Director about the needs and activities of the team. This includes obtaining a USA Hockey-approved roster for games and tournaments.
3. Hold a required team meeting, for parents and players, before the beginning of the season to discuss league rules, team rules, team budget, and player expectations.
4. Create and maintain the team book, with the assistance of the Team Manager Liaison. The team book must be with the team manager at all games. In the event the team manager is not in attendance, the team book must be with a coach or other responsible adult. At a minimum, the team book must include the following:
  - Official USA Hockey approved roster
  - Signed Code of Conduct forms for all players
  - Signed Code of Conduct forms for all coaches and managers
  - List of SafeSport-certified volunteers, including their USA Hockey numbers.
5. Create a travel schedule, including the number of trips and locations, and present it to parents. Provide a final copy to the Team Manager Liaison.
6. Create a team budget to include all expected team expenses for the season that are not covered by the BAHL player registration fees. Submit the budget to Team Manager Liaison and team parents at the beginning of the season. Regular reporting on the budget should be made to team parents a minimum of three times throughout the season. Expenses include but are not limited to the MAHA team bond, tournament fees, coach expenses, and off-season training.
7. Confirm all coaches, volunteers, and players 17 years and older on or before December 31, 2023 are SafeSport-certified. Coaches and locker room monitors are also required to complete a MAHA background check.
8. Coordinate a schedule for SafeSport-certified locker room monitors at all games and practices. Locker room monitors must be present in or just outside the locker room any time players are present.
9. Schedule volunteers for all home games, including home-hosted tournaments. Train team parents to properly perform the functions of volunteer roles. Volunteer roles include, but are not limited to:
  - Scorekeeper
  - Scoreboard operator
  - Penalty box attendant
10. Maintain volunteer hours log and provide access to BAHL/CIA Directors.
11. Complete travel arrangements.
  - Complete tournament registrations and submit fees.
  - Secure hotel blocks for team members. Reserve a room for non-parent coaches.
  - Pay non-parent coaches' travel expense stipend.
  - Arrange team gatherings (i.e. pizza party at the hotel, etc.).
12. Managers of teams participating in MAHA are to
  - Attend the scheduling meeting to assist the BAHL/CIA Directors with game schedules.
  - Communicate with the age division MAHA Commissioner throughout the season.
  - Complete Quick or Live scoring per MAHA requirements.
  - Submit home game score sheets to the age division MAHA Commissioner.
13. Schedule officials for all home games by submitting schedules to the BAHL/CIA Directors a minimum of three weeks before games. Notify BAHL/CIA Director ASAP of any schedule changes.
14. Coordinate and direct in-house division tournament.
15. Familiarize oneself with USA Hockey playing rules and the USA Hockey Annual Guide for the age division. If participating in MAHA, familiarize oneself with the MAHA rules and guidelines for the age division.
16. Identify any issues that may be perceived as problematic and communicate to the proper authority.

# Organization Structure

Have an issue or a question and not sure who to go to?

Parents/Players

Parents and players should always wait 24-hours after an issue before contacting a Coach or a Team Manager. The 24-hr rule is ALWAYS enforced.

If a parent/player has an issue or a question about skill/player development they should reach out to his/her Coach.

If a parent/player has an issue or a question about program related details that should reach out to his/her Team Manager.

Coach

Team Manager

If the Coach is unable to help, he/she will seek the help of the Coaching Director

If the Team Manager is unable to help, they will seek help from the Team Manager Liaison.

Coaching Director

Team Manager Liaison

The Coaching Director will determine if the involvement of the BAHL Director is necessary.

The Team Manager Liaison will determine if the involvement of the Directors is necessary.

BAHL Director

BAHL Assistant Director

The BAHL Director may choose to get the Board of Directors involved when deemed necessary.

The BAHL Assistant Director may get the BAHL Director involved when deemed necessary.

BAHL Board of Directors

The BAHL Board of Directors should not be contacted until all other appropriate parties have been contacted.

## Zero Tolerance Policy and BAHL League Handbook

The Zero Tolerance Policy and BAHL League Handbook are available on the CIA website. All players (10U and above), parents, board members, and employees are required to sign an acknowledgement sheet that they have read and understand the Zero Tolerance Policy and the BAHL League Handbook prior to the start of the season. Players will not be allowed to participate until they and their parents have returned the signed acknowledgements.

## Registration Policy

Please read the BAHL age classification to determine which program your player is eligible for. All BAHL youth hockey registration is taken through the CIA website, [www.centennialicearena.com](http://www.centennialicearena.com). All BAHL players must be registered with USA Hockey before participating in any hockey activity at Centennial Ice Arena. This registration can be completed at [www.usahockey.com](http://www.usahockey.com).

1. You must register in the proper age group. See below for move-up policy.
2. A BAHL registered player may only be rostered on one USA Hockey rostered travel team unless approved by the BAHL Director. At no time can a BAHL registered player or team belong to more than one USA Hockey association, unless approved by the BAHL Director.
3. No registration is complete unless the following items are received in addition to completing the online registration:
  - a. Payment of any remaining unpaid debt to BAHL.
  - b. Signed Zero Tolerance Policy, BAHL League Handbook, Player/ Parent Code of Conduct, and Consent to Treat.
4. Multiple payment options for registration fees are available including payment plan.
5. All fees must be paid according to the payment option you chose at the time of registration. Any skater whose fees are not paid according to the chosen payment plan will not be allowed to participate in the activities of the league including practice, games, tournaments, and travel. Questions regarding fees, balance due and payment plans should be directed to the BAHL Director.
6. There is no prorating or refunds of fees with the exception of a season ending injury or other major medical condition or an individual moves an unreasonable travel distance away from the rink.
7. In order to qualify to register for play in the BAHL, the skater must be enrolled in school or home school program.

## Move-Up Policy

Player move ups will be handled on a case by case basis. Those requesting a player move up must reach out to the BAHL Director to submit an application form. Decisions will be based on the player's skill, maturity, safety, and numbers at each age level and will be made in collaboration with the BAHL Director, Coaching Director, and Lead Coach representing both age levels at play.

## Affiliation With Other Programs

A major goal of the BAHL is to develop hockey skills both for individuals and for teams representing the BAHL. A factor in meeting this goal is the commitment of BAHL participants to playing for BAHL teams rather than teams representing other organizations, to the extent that they choose to play travel hockey. For that reason- no player rostered on a non-B AHL travel team that participates in MAHA, WAHL, or any other League Association may be a player on any B AHL team (rec or travel) unless B AHL does not offer a comparable type of team. Non-B AHL players are NOT permitted to attend any B AHL team practice. Players may be rostered on state/regional select teams and still participate in the B AHL. These players must play on their respective B AHL travel teams. Select Teams are defined as teams that have equal opportunity tryouts to make the team. The B AHL will not roster ad-hoc travel teams that are exclusionary of B AHL members. Requests for exceptions must be submitted to the B AHL director annually and will be reviewed by the Director and Coaching Director on a case by case basis.

## Equipment Policy

USA Hockey Rules: Mandatory equipment must be worn at ALL practices, scrimmages, and game. HECC approved ice hockey helmet, shoulder pads, shin pads, elbow pads, hockey pants, skates, hockey stick, gloves, mouth guard, and protective cup for boys. Girls may choose to wear a pelvic protector, but it is not required.

BAHL Rules: Neck guards are required for all 12U and younger players during all practices, games, and scrimmages. Neck guards are strongly recommended for 14U and older players.

## BAHL/USA Hockey SafeSport and Locker Room Policy

In addition to the development of our hockey players and and enjoyment of the sport of hockey, the safety and protection of our participants is central the BAHL's goals. BAHL adheres to USA Hockey's SafeSport Program as a means to help participants from physical abuse, sexual abuse, and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, the BAHL adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in our locker rooms. The SafeSport Manual is available on the USA Hockey website.

At Centennial Ice Arena there are five boy locker rooms and one girls locker room available for our programs use. Some teams in our program may also occasionally or regularly travel to play games at other arenas, and those locker rooms will vary from location to location. At Arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in making arrangements for their child to dress, undress and shower if desired.

**Locker Room Monitoring**-Centennial Ice Arena locker rooms must be monitored at all times when they are occupied by youth players. For 10U and older divisions, a locker room monitor (coach, team manger, or SafeSport parent) must be in the room, or just outside the door, with the players at all times. The monitor is also responsible for ensuring that the team leaves the locker room clean after practice/game. This monitor must complete the USA Hockey background screening prior to contact with players. Completion of SafeSport is required. SafeSport monitors are afforded the same authority of a coach; that is to say when they give reasonable instructions in the locker room, the players must comply, or discipline may be handed out as outlined in the Disciple Policy. Any incidents in the locker room must be reported to the coach and the BAHL Director.

**Parents in Locker Rooms**- Except for players at the younger age groups (8U and younger), we discourage parents from entering the locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or ay be injured, or the player's disability warrants assistance, we ask that parents let the coach know beforehand that they will be helping the player. This parent MUST be SafeSport Certified to enter the locker room. Parents of the opposite sex are only allowed in the locker rooms for 8U and younger groups. Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. In circumstances where parents are permitted in the locker room, coaches may ask that the parents leave for a short time before a game and for a short time after a game so that the coaches may address the players. As players get older, the coaches in his or her discretion prohibit parents from the locker room.

**Mixed Gender Teams**- Some of our teams consist of both male and female players. It is important that the privacy rights of all our players are given consideration and appropriate arrangements made. The BAHL will have male and females players dress/undress in separate locker rooms and then convene in a single locker room before the game for a team meeting. The coach or team manager will ensure there are arrangements for separate changing areas when out of town. Once the game or practice is finished, the players may come to one locker room for a team meeting and then the male and female players proceed to their separate locker rooms to undress and shower. If separate locker rooms are not available, the team manager will ensure a change room for both sexes is arranged. We understand that these arrangements may require players to arrive earlier or leave later to dress, but this is the most reasonable way to accommodate and respect all of our players.

**Cell Phones and other Media Recording Devices**- Cell phones and other media devices are not permitted to be used in the locker rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room.

**Prohibited Conduct and Reporting**- BAHL prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Players, parents, employees, and volunteers in the BAHL may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates USA Hockey SafeSport Policies.

**For reports of any actual or suspected violations, you should notify BAHL SafeSport administrator, Megan Davis at [centennialdirector@outlook.com](mailto:centennialdirector@outlook.com) or 406-702-6897 and/or may email USA Hockey at [SafeSport@usahockey.org](mailto:SafeSport@usahockey.org) or may call 1-800-888-4656**

# GENERAL LEAGUE INFORMATION

CENTENNIAL  
ICE ARENA

## General Information

1. Team Fundraisers- A team may hold a fundraiser to raise money to help cover coaches' travel expenses, MAHA bond, tournament entry fees, and team apparel. Money earned through fundraising may not be used to reimburse parents for their travel expenses. The BAHL Director must be apprised of the team fundraising efforts. For a list of team fundraising options, contact the Team Manager Liaison.
2. Tournaments- Each season the BAHL Director along with the Tournament Director will determine a tournament schedule and determine which age divisions will host such tournaments. All parents/guardians must participate in the planning and execution of their age division's tournament.
3. Financial Assistance- The BAHL offers a limited number of scholarships each season for those that need help with their registration fees. Scholarship amounts are limited to a maximum of one-half of your registration fees. Players seeking a scholarship should contact the BAHL Director, prior to registration.
4. Membership- All participants of our youth programming must obtain a BAHL membership and pay the yearly fee. The membership fee is \$10 and will be automatically applied during registration. Members receive priority registration, a monthly newsletter, and 3 free public skates per season. All funds collected through membership will be used to provide scholarships to youth ice sports participants in the community.

## Facility Policy

1. All players, coaches, visitors etc. must act in an orderly fashion that complies with all BAHL/CIA rules.
2. Alcohol is prohibited at all youth events.
3. Tobacco use of any kind is prohibited in CIA.

